The Ed Cline Faculty Development Award Committee

Recommended Structure for the Committee

Membership:
- Five members; broad OU representation (e.g., from arts, sciences, humanities); New members selected by Faculty Senate Chair-Elect
- Two-year staggered terms
- One member from the Small Faculty Senate Executive Committee (optional)
- One member from the Research Council (desired)

Chair:
- One-year term
- Selected from existing committee

Chair Responsibilities:
- Call for proposals
- Preside at award meeting and send results to applicants
- Selection of new chair

Selection Criteria:
Committee decides selection criteria at beginning of meeting and sets a minimum score for a proposal to get funded.

Conflicts of Interest:
- Members of the Award Committee applying for the award must recuse themselves from the Committee and the Faculty Senate Chair will appoint a faculty member to complete the applying member’s term.
- Committee members may review proposals from members of their home departments provided they have not collaborated with the applicant in a research or teaching project within the past three years.

Guidelines

Purpose: Funding is to support special, rather than routine, teaching, research, and creative activities and/or to help individuals seize special opportunities.

Professional Development: Proposals should have a clear connection to the faculty member’s professional development as opposed to contributing to the general well-being of their academic unit.

Additional Funding: Funding is for efforts not normally funded through other channels such as the Research Council, Arts & Sciences Faculty Enrichment Grant or departmental and college
funds. However, proposals that have matching funds from these sources are acceptable. Examples of additional funding are the VPR’s Travel Assistance Grant Program, Presidential International Travel Fellowships, and the Student Worker Assistance Team program.

Unfunded Projects: Examples of proposals that have not received funding include: travel to routine conferences, payment for a survey/poll, summer salary to complete a book, collaborator travel support, student recruitment activities, student training, and payment of students.

Equipment Requests: Proposals should be for specialized equipment rather than routine items used for regular activities. Examples of equipment requests that have been funded include:

- Database subscription
- Hand-held acoustic Doppler Velocimeter
- Hydrolab to measure water quality in the field
- Scanner for scanning articles and creating a database
- Special ballet costumes

Examples of equipment requests that have not received funding include:

- Online survey
- Radiocarbon dates on buried soils from another university for graduate student study

Student Support: In general, the committee has been reluctant to use these funds to pay students, but the committee has awarded funds for the hiring undergraduate students for one-time specialized help for data entry and setting up a website. For graduate student funding, the applicant must present a compelling case that a specific individual is essential to a project due to special skills that can’t be found elsewhere. The department/school should pay for undergraduate/graduate training, funding, ad/or recruitment.

Faculty Member Salaries: Although the guidelines do not preclude the use of the award for personal salaries, the committee doesn’t usually award funds to supplement faculty salaries or to support faculty member’s routine activities such as developing a book proposal. The funds may be used to support travel for specialized meetings or projects.

Necessary Approvals: To receive funding for projects involving human subjects, laboratory animals, biohazards, or recombinant DNA technology, IRB, IACUC or biosafety committee approval is required.

Partial Awards: Funds for the partial amount requested may be assigned at the discretion of the Committee.

Reapplication: Award recipients may reapply after two years, pending receipt of the report for the previous project.